VRO GUIDELINE POLITICAL SUBDIVISIONS – IDENITIFYING GOVERNMENT ENTITIES

Checklist Reference - None

What are government entities/political subdivisions?

- Normally government and political subdivisions are entities that identify themselves as a government entity. Examples are:
 - Cities (North Dakota and out of state)
 - Counties (North Dakota and out of state)
 - Townships (North Dakota and out of state)
 - State offices (state agencies-North Dakota and out of state)
 - Institutions of Higher Education (both ND and out of state)
 - US Government offices (i.e. US Post Office, Dept of Agriculture, Internal Revenue Service, etc.)
 - Public schools, libraries, park districts
- Any entity that is identified as a government entity is not 1099 reportable.
- Political subdivisions/government entities are not listed on the ND Secretary of State
 website. Verification of an entity's status must come from the vendor. The vendor will
 need to complete an application or a W-9. Please refer the entity to the form at
 http://www.nd.gov/eforms/Doc/sfn54311.pdf. Please follow the instructions on the form.
- Upon receiving the application, Vendor Registry tags the vendor with the Government Classification of "GOV" and chooses an accompanying class from the look-up feature. By flagging the appropriate vendors as political subs, it prevents any further mailings from Vendor Registry for updated W-9's and should prevent from withholding accidentally being turned on that vendor.



Feel free to contact the Vendor Registry Office at spovendor@nd.gov for help or guidance in entering or updating vendor information. The Vendor Registry Office will research the information, take the appropriate action and respond to your inquiry in a timely manner.